

Serial No 117

Date 23/5/25

National Law University Meghalaya

**GOVERNMENT OF MEGHALAYA  
EDUCATION DEPARTMENT**

**No.EDN.107/2022/210**

**Dated Shillong, the 23<sup>rd</sup> May, 2025**

From:- Shri. D. Lyngdoh  
Joint Secretary to the Govt. of Meghalaya  
Education Department

To:-  The Registrar,  
National Law University Meghalaya

**Subject: Minutes of the meeting of the Finance Committee held on  
12<sup>th</sup> May, 2025.**

Sir/Madam,

With reference to the subject cited above, I am directed enclosed herewith the Minutes of the meeting of the Finance Committee, National Law University Meghalaya held on 12<sup>th</sup> May, 2025 duly approved by the Chairperson of the Finance Committee, NLUM for your information and necessary action.

This has the approval of the **Competent Authority**.

Yours faithfully,



Joint Secretary to the Govt. of Meghalaya  
Education Department



**Minutes of the meeting of the Finance Committee held on the 12<sup>th</sup> May 2025 at 02:00 PM in the Committee Hall III of Additional Secretariat Building, Government of Meghalaya Secretariat Hills, Shillong 793001.**

- I. The meeting of Finance Committee was held on the 12<sup>th</sup> of May 2025 at 02:00 PM in the Committee Hall III of Additional Secretariat Building and chaired by Commissioner & Secretary to the Govt. of Meghalaya, Education Department cum Chairperson of the Finance Committee, Shri. Vijay Kumar Mantri, IAS, with the following committee members present:
  - i. Shri R. Swer, Secretary, Finance (E) Department, Govt. of Meghalaya.
  - ii. Shri Uttam Rai, Finance and Accounts Officer, National Law University of Meghalaya.
  - iii. Shri Debu Lyngdoh, Jt. Secretary, Law Department, Govt. of Meghalaya
- II. The minutes of the Finance Committee held on the 10<sup>th</sup> of September 2024 were confirmed by all members present. – **Annexure 1**
- III. The reporting items below were placed before the committee which were agreed to in principle by the members: -
  - i. Expenditure for furnishing Faculty Accommodation - **Annexure 2**
  - ii. Hostel Building & Furnishing – Matters related to Hostel IT and Furniture Rates of Riwt Oo Susngi – Boys’ Halls of Residences, Demthring - **Annexure 3**
  - iii. Expenses for Renewal of Mail Server Configuration of Annual Microsoft 365 License at an amount of INR 4,59,020.00 for the year 2025-26.
  - iv. Floating of Tenders: -
    - a. Chartered Accountant Firm/Individual as an Internal Auditor for the Financial Year 2025-26
    - b. Chartered Accountant Firm/Individual for maintenance and writing the Books of Accounts for the Financial Year 2025-26
    - c. Providing/Engagement of Campus Cafeteria and Catering Services at National Law University of Meghalaya
    - d. Invitation for quotations for designing and supply of goods viz. University mementos and merchandise under shopping procedures.



- e. NIQ for supply of 20 Nos. Laptop, 20 Nos. Mac Book Air, 20 Nos. iPad for the Library
  - v. Statutory Audit of the National Law University of Meghalaya as per the National Law University of Meghalaya Act 2022 and First Statutes
  - vi. Expenses incurred for the Library for the Year 2024-25 – **Annexure 4**
  - vii. Internal Audit Reports
    - a. FY 2022-23 – **Annexure 5.a**
    - b. FY 2023-24 – **Annexure 5.b**
    - c. FY 2024-25 – **Annexure 5.c** (*To be furnished upon submission of the same by the Internal Auditor*)
  - viii. Empaneling Balmer Lawrie for Booking of Flights and Hotels – **Annexure 6**
- IV. The agenda items were sought approval from the committee which were agreed to in principle as per the details mentioned against each item: -
- i. Matters related to the medical reimbursements of the Faculty and Non-Faculty (limits, covers, etc. As per Government of Meghalaya Rules and Regulations, Government of India Central Rules and Regulations and University Grants Commission (UGC) Rules and Regulations)
  - ii. Matters related to TA-DA reimbursements – of the Faculty and Non-Faculty (limits, covers, etc. As per Government of Meghalaya Rules and Regulations, Government of India Central Rules and Regulations and University Grants Commission (UGC) Rules and Regulations)
    - a. For **Agenda Items IV. (i) and IV. (ii)** the Committee proposed that the Government of Meghalaya rules, regulations and processes should be adopted as amended from time to time. To the matter of medical reimbursements, the Meghalaya Medical Attendance Rules, 2021, may be adopted as amended from time to time.
    - b. The Committee proposed that the same be included in the Act and Statutes of the University.
    - c. The Committee also recommended that regardless of the scale of pay under which employees are being appointed under, any such and all allowances applicable to them, the Government of Meghalaya State rules, regulations and norms should be followed.



allowances applicable to them, the Government of Meghalaya State rules, regulations and norms should be followed.

iii. Approval/Consideration of extension or retendering of the current agencies for the services below: -

a. “Ranger Security and Services Organization” for engaging Security and Housekeeping Services at the University

1. The Committee recommended that the vendor and its services be extended for another year on the same terms and conditions, including financial costs. The committee however, noted that the University can increase manpower requirements under the contract if required, due to its growing needs.
2. The Committee also noted that the firm will be running into its third (3<sup>rd</sup>) year of operations at National Law University of Meghalaya when extended.

b. “Aksha Development Research and Consulting Pvt. Ltd.” for providing landscaping and gardening services at the University.

1. The Committee recommended that the vendor and its services be extended for another year on the same terms and conditions, including financial costs.

iv. Approval for floating of the new Tenders and/or expenses related to:-

a. Running Tuck and Book Shop Services at National Law University of Meghalaya

1. The Committee noted that the tender was floated previously via NLUM/Estt/TBS/172/2023/718 Dt 14<sup>th</sup> November 2023, with little to no participation and recommended that the same be retendered as per the University’s needs.

b. Requirements for renovations and furnishings of the new Hostels and Classrooms (Furniture’s and IT Assets etc.) at an estimated budget of INR Ten (10) Crores only.

1. The Chairperson noted that the University needed to have a proper technical evaluation of the requirements of the buildings





by the department concerned viz., the Public Works Department (PWD), Government of Meghalaya.

2. Other Committee members pointed out that there is the “Building, Works and Planning Committee” constituted under the provisions of the National Law University of Meghalaya Act and its First Statutes and also the recently constituted “Project Management Committee” notified by the Commissioner & Secretary, Law Department, Government of Meghalaya, which is responsible for proper technical evaluation and tendering process for all Infrastructure Developments of the University.
  3. The Chairperson directed that all matters related to renovations and furnishings and other infrastructure development of the University be placed before the Project Management Committee for proper technical and financial evaluation before placing the same to the Finance Committee.
- v. Consideration of hiring of daily wage Carpenter for the university, either directly by the University or outsourced from a Third-Party Service Provider
- a. The Committee recommended that an MTA post be created in the University with qualifications and experience that spans different skills and vocations viz., carpentry, mechanical, plumbing, electrical etc.
  - b. It was brought to notice that there are daily wagers employed by the University for the electrical and plumbing works. The Chairperson recommended that the same approach be followed for the proposed carpenter if the amount of work is high. However, if the amount of works is on need basis, then the University is recommended to get the proposed manpower on need basis from the third-party vendor engaged in providing Security and Housekeeping Services at the University.
- vi. Any other matters



- a. The Chairperson directed the members of the Finance Committee that henceforth any call for meeting(s) of the Finance Committee along with the agenda items should be approved and issued only by the Chairperson of the Finance Committee.
  - b. The same applies for the minutes of the meeting of the Finance Committee.
- V. The meeting ended with a note of thanks from the acting chair.



**Chairperson  
Finance Committee**

**National Law University Meghalaya**

**Memo No. NLUM/Estt/FC/61/2023/806**

**Dated Shillong the 26th May 2025**

**Copy to:**

1. Senior Administrative Assistant attached to the Vice - Chancellor, National Law University of Meghalaya, Shillong for information of the Vice-Chancellor
2. Shri. R. Swer, MFS, Secretary, Govt of Meghalaya, Finance Department, for information.
3. Shri. Debu Lyngdoh, Joint Secretary to the Govt of Meghalaya, Law Department, for information.
4. The Registrar, National Law University of Meghalaya, for information.
5. The Finance and Accounts Officer, National Law University of Meghalaya, Shillong for information.
6. Office Copy.
7. Finance Section, National Law University Meghalaya for Information.
8. Office File.



**Chairperson  
Finance Committee**

**National Law University Meghalaya**